

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



February 13, 2002

ALL-COUNTY INFORMATION NOTICE NO. I-09-02

TO: ALL COUNTY WELFARE DIRECTORS  
ALL IHSS PROGRAM MANAGERS

Reason For This Transmittal

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by one or More Counties
- ☒ Initiated by CDSS

SUBJECT: TRAINING REGARDING HOME AND COMMUNITY-BASED WAIVERS

The purpose of this All-County Information Notice is to notify counties of valuable training classes being offered by the Department of Health Services (DHS) Medi-Cal In-Home Operations Unit. The training sessions will provide updates and new information regarding the Nursing Facility Home and Community-Based Services (HCBS) waivers, which are administered by the In-Home Operations Unit within the DHS.

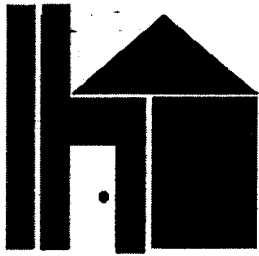
Please note that all five of the sessions, offered around the state, occur during the months of February and March 2002. Therefore, you must respond quickly in order to take advantage of this opportunity. Please refer to the attached informational flyer for dates and locations, as well as the registration form. If you have any questions regarding this training, please contact In-Home Operations at (916) 324-1020.

Sincerely,

***Original Document  
Signed By***

DONNA L. MANDELSTAM  
Deputy Director  
Disability and Adult Programs Division

Attachments



# **Medi-Cal Operations Division**

## **IN-HOME OPERATIONS (IHO)**

### **Nursing Facility Home and Community-Based Services (HCBS) Waiver Update**

#### **Los Angeles**

Reagan Building Auditorium  
300 South Spring Street, 1<sup>st</sup> Floor  
Los Angeles, CA 90013  
Wednesday, February 20, 2002  
AM Session 9am - 12pm  
PM Session 2pm - 5pm

#### **San Diego**

San Diego Field Office Auditorium  
1350 Front Street- Room B-109  
San Diego, CA 92101  
Tuesday, February 27, 2002  
AM Session 9am - 12pm  
PM Session 2pm - 5pm

#### **San Francisco**

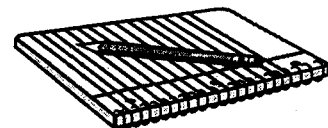
San Francisco Field Office Auditorium  
455 Golden Gate Avenue  
San Francisco, CA  
Tuesday, March 12, 2002  
AM Session 9am - 12pm  
PM Session 2pm - 5pm

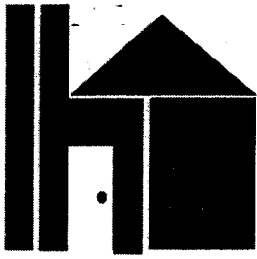
#### **Fresno**

Fresno Field Office Auditorium  
2550 Mariposa Mall, Room 1036  
Fresno, CA  
Tuesday, March 19, 2002  
AM Session 9am - 12pm  
PM Session 2pm - 5pm

#### **Sacramento**

Continental Plaza Auditorium  
601 North 7<sup>th</sup> Street  
Sacramento, CA 95814  
Wednesday, March 27, 2002  
AM Session 9am - 12pm  
PM Session 2pm - 5pm





# Medi-Cal Operations Division

## IN-HOME OPERATIONS (IHO)

### Nursing Facility Home and Community-Based Services (HCBS) Waiver Update

Due to the limited seating at each location, please fill out the RSVP below and return it within 10 days prior to the event of your choice.

Via Mail:  
In-Home Operations  
Quality Assurance Unit  
700 North 10<sup>th</sup> Street, Suite 102  
Sacramento, CA, 95814

Via Fax:  
(916) 324-0981

Name of Agency/Facility: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Number of Attendees: \_\_\_\_\_ Location choice: \_\_\_\_\_

Circle which session you plan to attend ( AM PM )

If you would like to receive future program updates/become part of our mailing list please return the completed form below.

Via Mail:  
In-Home Operations  
Attn: Quality Assurance Unit  
700 North 10<sup>th</sup> Street, Suite 102  
Sacramento, CA 95814.

Via Fax:  
(916) 324-0981

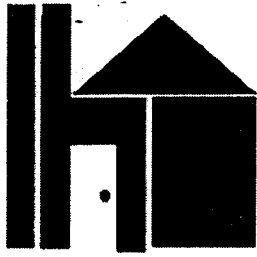
Name of Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Facility/Agency: \_\_\_\_\_ Phone Number \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Thank You



# **Medi-Cal Operations Division**

## **IN-HOME OPERATIONS (IHO)**

### **Nursing Facility Home and Community-Based Services (HCBS) Waiver Update**

#### **Facility Information**

**Los Angeles - Wednesday, February 20, 2002**

Reagan Building- First Floor Auditorium

300 South Spring Street, 1<sup>st</sup> Floor

Los Angeles, CA 90013

Parking available across the street from the Reagan Building - all day parking available approximately \$12 per day

Strict security - all purses, bags and brief cases will be searched

Cafeteria on second floor of building

Room Capacity - 300 people

**San Diego - Tuesday, February 27, 2002**

San Diego Field Office Auditorium

1350 Front Street, Room B-109

San Diego, CA 92101

Parking garage available just North of Building - all day parking available approximately \$4 per day

4 minutes from the airport

Room Capacity - 160 people

**San Francisco - Tuesday, March 12, 2002**

San Francisco Field Office Auditorium

455 Golden Gate, Basement Auditorium

San Francisco, CA 94102

City Parking Available on McAllister between Larkin and Polk - approximately \$11 per day

Strict security - everyone will be scanned

Cafeteria on the 2<sup>nd</sup> Floor of the Building

Room Capacity - 250 people

**Fresno - Tuesday, March 19, 2002**

Fresno Field Office Auditorium

2550 Mariposa Mall, Room 1036

Fresno, CA 93721

Parking Meters available at O Street and Mariposa Mall - approximately \$6 per day (quarters needed)

Room Capacity - 115 people

**Sacramento - Wednesday, March 27, 2002**

Continental Plaza Auditorium

601 North 7<sup>th</sup> Street

Sacramento, CA 95814

Parking Available on site - approximately \$6-8 per day

Check in with security

Cafeteria on-site a couple of doors down from the conference room

Room Capacity - 100 people

What are home  
and community-  
based services?

What are  
waivers?

What are  
EPSDT and  
PDHC  
services?

What services  
are offered under  
these different  
programs?

How do I  
request  
services?

## IN-HOME OPERATIONS CONTACT INFORMATION

### MEDICAL CARE COORDINATION AND CASE MANAGEMENT BRANCH

**In-Home Operations (IHO)**  
700 North 10<sup>th</sup> Street, Suite 102  
PO Box 942732  
Sacramento, CA 94234-7320  
(916) 324-1020 Main number for general information  
(916) 324-0981 FAX

**IHO Sacramento Regional Office**  
**Home and Community-Based Services**  
**Waiver Intake Unit**  
(916) 324-5903/5915 New Intakes/Information  
(888) 899-2492 FAX Toll Free  
(916) 324-5544 FAX (916 area code)

**Case Management and EPSDT Units**  
(916) 324-1020 Information  
(916) 324-0981 FAX

**IHO Los Angeles Regional Office**  
**Case Management Unit**  
311 South Spring Street, 3rd Floor  
Los Angeles, CA 90030  
(213) 897-6774 Information  
(213) 897-7355/9314 FAX

**Gray Davis**  
Governor  
State of California

**Grantland Johnson**  
Secretary  
Health and Human Services Agency

**Diana M. Bontá, R.N., Dr.P.H.**  
Director  
Department of Health Services



Medi-Cal Operations Division

## IN-HOME OPERATIONS



## HOME AND COMMUNITY-BASED OPTIONS

# ANSWERING YOUR QUESTIONS ABOUT MEDI-CAL IN-HOME OPERATIONS

## WHAT IS MEDI-CAL IN-HOME OPERATIONS (IHO)?

IHO is the unit in DHS that oversees the development and implementation of home and community-based programs in the Medi-Cal program. IHO authorizes Pediatric Day Health Care (PDHC) facility services and medically necessary services in the home, including private duty nursing services, also known as shift nursing. These services may be available for Medi-Cal beneficiaries who are eligible for Early and Periodic, Screening, Diagnosis and Treatment (EPSDT) services and/or one of the following three federal waiver programs:

- ▶ *In-Home Medical Care (IHMC)*
- ▶ *Nursing Facility (NF) A/B*
- ▶ *NF Subacute*

## WHAT IS EPSDT?

EPSDT is a Medi-Cal benefit for individuals under the age of 21 who have full scope Medi-Cal eligibility. This benefit allows for periodic screenings to determine health care needs. Based upon the identified health care need, diagnostic and treatment services are provided. EPSDT PDHC and private duty nursing services are provided in addition to other medically necessary Medi-Cal plan services.

## WHAT SERVICES ARE OFFERED UNDER THE EPSDT BENEFIT?

EPSDT services include all services covered by Medi-Cal. In addition to the regular Medi-Cal benefits, a beneficiary under the age of 21 may receive additionally medically necessary services. These additional services are known as EPSDT Supplemental Services and include: private duty nursing services from a registered nurse (RN) or a licensed vocational nurse (LVN), Case Management, PDHC, and Nutritional and Mental Health Evaluations/Services.

## WHAT ARE HOME AND COMMUNITY-BASED SERVICE (HCBS) WAIVERS?

HCBS waivers allow states that participate in Medicaid - known as Medi-Cal in California - to develop creative alternatives for individuals who would otherwise require care in a nursing facility or hospital. Medi-Cal has an agreement with the federal government which allows for waiver services to be offered in either a home or community setting. The services offered under the waiver must cost no more than the alternative institutional level of care. Recipients of HCBS waivers must have full scope Medi-Cal eligibility.

## WHAT SERVICES ARE OFFERED UNDER THESE THREE HCBS WAIVERS?

The available services under these HCBS waivers may include RN or LVN private duty nursing services, certified home health aide services, case management, minor home modifications, personal emergency response system, family training, utility coverage for life sustaining equipment, personal care services and respite.

## WHO PROVIDES THE SERVICES?

There are a variety of providers, including the following:

For EPSDT - licensed and/or certified Medi-Cal providers and/or individually enrolled supplemental private duty nursing service providers.

For HCBS waivers under IHO - licensed and certified Home Health Agencies, individual nurse providers and/or unlicensed caregivers.

## HOW LONG CAN ONE HAVE THESE SERVICES?

A beneficiary may receive these home and community-based services as long as they are medically necessary.

## HOW DOES ONE GO ABOUT REQUESTING THESE SERVICES?

Once the beneficiary has identified a provider of service, the provider must submit the request for services to IHO on a Treatment Authorization Request (TAR) or similar request.

In addition to the TAR, the provider will also submit the following medical documentation:

- ▶ Medical information which supports request for services,
- ▶ Assessment of care needs, i.e., nursing, personal care, etc.,
- ▶ Plan of Treatment signed by a physician, and
- ▶ Home Safety Evaluation (for HCBS waiver services only)

These documents should support medical necessity for the requested HCBS waiver or EPSDT Supplemental services.

## IF OTHER IN-HOME SERVICES ARE NEEDED, HOW DOES ONE OBTAIN THEM?

A request for any service needed for the home program or PDHC program may be submitted to IHO by the appropriate provider. These services must be medically necessary. Examples of other in-home services include:

- ▶ Therapy services,
- ▶ Equipment, and
- ▶ Transportation.

## WHOM DO I CONTACT FOR FURTHER QUESTIONS?

For more information about IHO, please call:  
(916) 324-1020 in Sacramento  
(213) 897-6774 in Los Angeles

# ANSWERING YOUR QUESTIONS ABOUT MEDI-CAL IN-HOME OPERATIONS

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